



ASSEMBLY OCCUPANCY INSPECTION FORM

NORTH DAKOTA STATE FIRE MARSHAL
SFN 16838 (6-97)

ND STATE FIRE MARSHAL
PO BOX 1054
BISMARCK ND 58502-1054
PH: 701-328-5555 FAX: 701-328-5510

Facility				Date			
Location				Type of Usage			
Inspector				Accompanied by			
Occupant Load				Minimum No. of Exits		Exit Capacity	
The occupant load is the total number of persons that may occupy a building at any time. To calculate occupant load, determine the square footage for the concentrated use area (i.e. dance floor) and the square footage for the nonconcentrated area.				A minimum number of exits are required based on the occupant load.		The exit capacity needs to be sufficient to accommodate the occupant load. To calculate the exit capacity, determine the total width in inches of all exits and divide by 0.2.	
Concentrated Use Area: _____ sq ft ÷ 7 = <input type="text"/>				Occupant Load		Total Exit Width: <input type="text"/>	
Nonconcentrated Use Area: _____ sq ft ÷ 15 = <input type="text"/>				Minimum No. of Exits		÷ 0.2	
Occupant Load: <input type="text"/>				50 - 599 2		Exit Capacity: <input type="text"/>	
600 - 699 3				1000 or more 4			
Inspection Point				Inspection Point			
YES NO N/A				YES NO N/A			
1 The minimum number of exits are provided.				14 Vertical openings are enclosed and have a door.			
2 Exits are remote from each other.				15 Storage area underneath stairway is of 1 hour fire resistive construction.			
3 Exits are free of obstructions.				16 Hazardous areas, i.e. furnace, storage rooms, are of 1 hour fire resistive construction.			
4 Exits doors are at least 28 inches in clear width.				17 Finishes on walls and ceilings are of noncombustible materials.			
5 The exit capacity is equal to or greater than the occupant load as calculated above.				18 Adequate normal lighting is provided.			
6 The travel distance to an exit is less than or equal to 150 feet.				19 Emergency lighting is provided.			
7 Doors with dead bolt locks are unlocked and have a sign indicating that they are to be unlocked during business hours.				20 Exit signs are lighted.			
8 Exits common with other occupancies within the same building are adequate for all.				21 Electrical extension cords/outlets are used properly, and not overloaded.			
9 Exits signs are provided.				22 Food preparation areas producing grease laden vapors have a hood venting system protected by an automatic extinguishing system.			
10 Directional exits signs are provided, if needed.				23 The hood venting and extinguishing system is inspected on a regular basis.			
11 Corridors and aisles are 36 inches in clear width.				24 At least one 2A rated fire extinguisher is provided.			
12 For more than 100 occupants, exit doors are provided with panic hardware.				25 The extinguishers are maintained on a regular basis.			
13 All doors used as an exit swing in the direction of travel, including screen/storm doors.				26 General housekeeping is consistent with good fire safety practices.			
Comments:							
Important: A plan of correction is to be submitted to the inspection agency within 90 days of the inspection date. The plan of correction is to address the intended method used to correct each inspection point checked "no".							
Signature: _____							